FORM GEN. 160

**CITY OF LOS ANGELES**
INTER-DEPARTMENTAL CORRESPONDENCE

0220-05762-0009

Date: February 3, 2021

To: Crista Binder, Chief Deputy Controller
Office of the City Controller

Attn: Min Chen, Financial Management Specialist V
Office of the Controller

From: Meg Barclay, City Homeless Coordinator
Office of the City Administrative Officer

Subject: **COTNROLLER INSTRUCTIONS RELATIVE TO THE ACQUISITION OF HOTELS AND MOTELS IN VARIOUS COUNCIL DISTRICTS FOR THE CITY OF LOS ANGELES HOMEKEY PROGRAM DATED DECEMBER 7, 2020 (COUNCIL FILE 20-1008)**

On December 10, 2020, the Mayor and City Council adopted the report from the City Administrative Officer (CAO) relative to the acquisition of hotels and motels in various Council Districts for the City of Los Angeles Homekey Program. Recommendation 28 authorizes the CAO to prepare Controller instructions or make necessary technical adjustments, including to the names of the Special Fund accounts recommended for this report, consistent with the Mayor and Council action in this matter, and authorize the Controller to implement these instructions. As such, this Office requests the implementation of the Controller instructions for the Recommendations 8, 9, 22, and 24 (Attachment 1).

Thank you for your assistance with this matter. If you have any questions about this request, please contact Claire No at (213) 473-7520.

*MBB: CN:* 16210054

Establish new accounts and/or increase amounts within the Emergency Solutions Grant-COVID Fund No. 517 as follows:

| | Account Name | Account Number | | Amount | |
|---|---|---|---|---|---|
| 8 | Homekey Operations | 43TXXX | $ | 13,434,250 | 5 City Homekey Sites |
| 9 | Homekey Rehab | 43TXXX | $ | 1,935,702 | 5 City Homekey Sites |
| 22 | Homekey Rehab | 43TXXX | $ | 303,021 | 10 State Homekey Sites |
| 24 | Homekey Rehab | 43TXXX | $ | 150,000 | 10 State Homekey Sites |
| | **Total** | | **$** | **15,822,973** | |